

**ROBINSON TOWNSHIP**  
Board of Supervisors  
Reorganization Meeting Minutes, January 5, 2015

**CALL TO ORDER &  
PLEDGE**

The annual reorganization meeting of the Board of Supervisors for Robinson Township was called to order at 5:05 p.m. by Supervisor Rodger Kendall.

Present for the meeting were Supervisor Rodger Kendall, Supervisor Stephen Duran, Supervisor Mark Brositz, Manager Erin Sakalik, and Solicitor Alan Shuckrow.

**PUBLIC DISCUSSION**

Supervisor Kendall asked if anyone would like to speak. No discussion ensued, the meeting continued.

**TEMP CHAIRMAN**

Supervisor Duran made a motion to appoint Mr. Kendall as Temporary Chairman. Mr. Kendall seconded the motion. RCV: Duran – Yes, Brositz - Yes, Kendall – Yes.

**CHAIRMAN**

Motion was made by Duran to appoint Kendall as Chairman to the Board for 2015. Kendall seconded the motion. RCV: Duran – Yes, Brositz - Abstained, Kendall – Yes.

**V. CHAIRMAN**

Motion was made by Kendall to appoint Duran as Vice Chairman. Solicitor Shuckrow stated that there does not need to be a second motion with nominations. RCV: Duran – Yes, Brositz - Abstained, Kendall – Yes.

**MANAGER**

Chairman Kendall made a motion to appoint Erin Sakalik as Manager at the rate of \$50,000/yr. The motion was seconded by Duran. RCV: Duran – Yes, Brositz - Abstained, Kendall – Yes.

**SECRETARY**

Chairman Kendall motioned to appoint Kristin Divilla as the township secretary at \$13/hr. Brositz seconded the motion. RCV: Duran – Yes, Brositz - Yes, Kendall – Yes.

**TREASURER**

Mr. Kendall made the motion to appoint Erin Sakalik at the Treasurer with no additional compensation. Duran seconded the motion. RCV: Duran – Yes, Brositz - Yes, Kendall – Yes.

**TREASURER BOND**

Motion carried to establish the treasurer's bond at \$500,000. RCV: Duran – Yes, Brositz - Yes, Kendall – Yes.

**DEPOSITORIES**

Motion carried to appoint Northwest Savings Bank as the township's depository. RCV: Duran – Yes, Brositz - Yes, Kendall – Yes.

**MILEAGE RATE**

Motion carried to establish the mileage rate at 57.5 cents per mile. RCV: Duran – Yes, Brositz - Yes, Kendall – Yes.

**MEETING DATES**

The Chairman made a motion to set the monthly meetings for 2015 for the second Monday of each month at 6 p.m. at the township building. Supervisor Brositz seconded the motion. RCV: Duran – Yes, Brositz - Yes, Kendall – Yes.

**ROAD MASTERS**

Kendall motioned to appoint all three Board members as Road Masters for 2015. Supervisor Brositz seconded the motion. RCV: Duran – Yes, Brositz - Yes, Kendall – Yes.

**POLICE LIAISON**

Motion carried to appoint Erin Sakalik as police liaison. RCV: Duran – Yes, Brositz - Yes, Kendall – Yes.

**FIRE LIAISON**

Motion carried to appoint Erin Sakalik as fire liaison. RCV: Duran – Yes, Brositz - Yes, Kendall – Yes.

**BENEFITS**

Supervisor Duran inquired as to the current benefits offered. Erin stated that currently the township offers health, dental, vision, life and disability for full-time employees. Motion carried to continue offering the same benefits to full-time employees. RCV: Duran – Yes, Brositz - Yes, Kendall – Yes.

**SOLICITOR**

The Chairman motioned to appoint Strassburger, McKenna, Gutnick and Gefsky as the township's solicitor. Duran seconded the motion. RCV: Duran – Yes, Brositz - Abstained, Kendall – Yes.

**ENGINEER**

Duran motioned to appoint Lennon, Smith, Soleret as the engineer for the township. Brositz seconded the motion. RCV: Duran – Yes, Brositz - Yes, Kendall – Yes.

**WAGE TAX**

Motion carried to appoint Keystone as the township wage tax collector. RCV: Duran – Yes, Brositz - Yes, Kendall – Yes.

**LOCAL TAXES** Motion was made by Chairman Kendall to appoint Stacy Zeno as the Light Tax collector, Per Capita Tax collector, Fire Hydrant Tax collector, and Local Services Tax collector. Supervisor Brositz seconded the motion. RCV: Duran – Yes, Brositz - Yes, Kendall – Yes.

**DELINQUENT TAXES** Erin stated that at the current time there is no appointed delinquent tax collector for Light, Hydrant, Per Capita & Local Service Tax. For that reason, Chairman Kendall made a motion to appoint PAMS as the delinquent tax collector. Duran seconded the motion. RCV: Duran – Yes, Brositz - Yes, Kendall – Yes.

**RESIGNATIONS** Mrs. Sakalik announced that a resignation letter was received today from Christina Worstell, elected auditor. The Chairman added that a letter of resignation was also received from David Keene, Zoning Hearing Board. Since this matter was not listed on the agenda, the Solicitor suggested opening this matter up for public discussion. No discussion ensued.

**AUDITOR** Duran motioned to accept the resignation from Christina Worstell as auditor. Brositz seconded the motion. RCV: Duran – Yes, Brositz - Yes, Kendall – Yes.

**ZHB** Kendall motioned to accept the resignation of David Keen from the Zoning Hearing Board. Duran seconded the motion. RCV: Duran – Yes, Brositz - Yes, Kendall – Yes.

**ZONING BOARD** Mr. Dennis Glass raised his hand and offered to volunteer as auditor for the remainder of the year. Mr. Kendall motioned to appoint Dennis Glass as interim auditor. Duran seconded the motion. RCV: Duran – Yes, Brositz - Yes, Kendall – Yes.

The Solicitor suggested to make a motion to have someone replace Mr. Keene and reappoint Mr. Sepesy to a one-year term and Mr. Donaldson two years.

Kendall motioned to appoint Dave Foley to a two-year term on the ZHB. Duran seconded the motion. RCV: Duran – Yes, Brositz - Yes, Kendall – Yes.

Motion was made by Kendall to appoint Joe Hradil as an Alternate Zoning Hearing Board Member, his term ending December 31, 2016. Mr. Brositz stated that he will not vote for Mr. Hradil. Board discussion ensued and the vote died at this point.

Rodger read Resolution 1-2015, correcting the appointments and terms of Zoning Hearing Board members. Rodger made a motion to adopt the resolution. Steve seconded the motion. RCV: Duran – Yes, Brositz - Yes, Kendall – Yes.

Dave Sepesy – one-year term ending December 31, 2015  
Dave Foley – two-year term ending December 31, 2016  
Mike Donaldson – three-year term ending December 31, 2017

**ALTERNATE ZHB** Kendall motioned to appoint Joe Hradil as an alternate member with his term ending December 31, 2016. Duran seconded the motion. RCV: Duran – Yes, Brositz - No, Kendall – Yes.

**APPEALS BOARD** Kendall motioned to appoint Christopher Amodeo as an alternate member with his term ending December 31, 2017. Duran seconded the motion. RCV: Duran – Yes, Brositz - Yes, Kendall – Yes. Chairman Rodger Kendall stated that this will be voted on at the February Board Meeting. No formal action was taken.

**EMC** Motion carried to appoint Doug Baird as the Emergency Management Coordinator. RCV: Duran – Yes, Brositz - Yes, Kendall – Yes.

**PLANNING  
COMMISSION**

The Solicitor explained that the PC should have four-year terms.

The Chairman stated that Neal Matchett submitted a letter of resignation from the PC. Rodger made a motion to accept the resignation. Duran seconded the motion. RCV: Duran – Yes, Brositz - Yes, Kendall – Yes

Kendall made a motion to appoint Mary Donaldson to a four-year term on the PC, ending December 31, 2018. Steve Duran seconded the motion. RCV: Duran – Yes, Brositz - No, Kendall – Yes.

**VACANCY BOARD**

Steve motioned to appoint Jim Campbell to the Vacancy Board. Rodger seconded the motion. RCV: Duran – Yes, Brositz - No, Kendall – Yes.

**ZONING OFFICER**

Motion carried to retain Mark Dorsey as the Zoning Officer. RCV: Duran – Yes, Brositz - Yes, Kendall – Yes.

**CODE OFFICER**

Motion carried to retain Mark Dorsey as the Code Enforcement Officer. RCV: Duran – Yes, Brositz - Yes, Kendall – Yes.

**BUILDING CODE**

Motion carried to retain Municipal Consulting Services as the Building Code Officials. RCV: Duran – Yes, Brositz - Yes, Kendall – Yes.

**ANIMAL CONTROL**

Motion carried to retain Animal Control Services as the Animal Control Officer. RCV: Duran – Yes, Brositz - Yes, Kendall – Yes.

**STATE CONVENTION**

Rodger made a motion to approve the attendance of himself and Steve Duran at the state convention in April. Duran seconded the motion. RCV: Duran – Yes, Brositz - Yes, Kendall – Yes.

**VOTING DELEGATE**

Steve motioned to appoint Rodger as voting delegate at the state convention. Rodger seconded the motion. RCV: Duran – Yes, Brositz - Abstained, Kendall – Yes.

**AUDITORS**

Rodger explained that the current auditors are appointed. All three auditors' positions will be on the ballot in the spring.

Kendall motioned to appoint Tim Jones as auditor for 2015. Duran seconded the motion. RCV: Duran – Yes, Brositz - Yes, Kendall – Yes.

Kendall motioned to appoint Nancy Campbell as auditor for 2015. Duran seconded the motion. RCV: Duran – Yes, Brositz - Yes, Kendall – Yes.

**ADJOURNMENT**

Motion carried to adjourn the meeting at 6:05.

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Erin Sakalik, Manager